

**Lake Champlain Basin Science Center, Inc.  
d/b/a ECHO at the Leahy Center for Lake Champlain**

**Amendment to an Open Grant for the Purpose of:  
Requesting Additional Funding, Revising the Project Scope,  
and Extending the Grant through September 30, 2010**

**EPA FFY 2008 Work Plan  
April 2008**

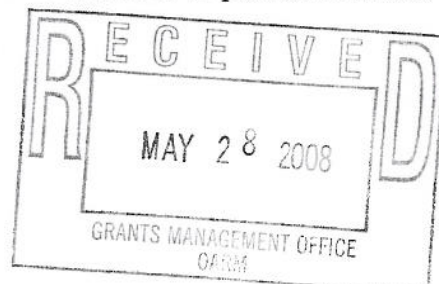
**INTRODUCTION**

ECHO at the Leahy Center for Lake Champlain is an innovative lake aquarium and science center committed to educating residents and visitors about the ecology, culture, history and opportunities for stewardship of the Lake Champlain Basin. Since opening in 2003, this 28,500 square-foot facility located on the Waterfront in Burlington, Vermont has served approximately 135,000 visitors each year and has become a favorite destination for school children and visitors of all ages.

ECHO's goal is to help all residents of the Basin understand the crucial importance of the quality of the environment in which they live and the role they can play in its protection. Through this education process, ECHO will support the *Opportunities for Action* (OFA) that are part of the Lake Champlain Basin Management Plan which was developed to protect the future of Lake Champlain. As stated in the OFA:

"The cumulative results of many individual actions make a difference in the complex issues facing the Lake Champlain Basin. Individual responsibility in protecting a shared resource is very important; people must become aware of how they contribute to pollution before they can take responsible actions to reduce and prevent it. When people are given the opportunity to develop awareness, knowledge, skills, and commitment towards a Basin issue, they can make informed decisions and take constructive actions. When people know how they can make a difference, they will."

Through more than 100 interactive exhibits, 60 species of fish, reptiles and amphibians, major changing exhibits, classrooms and a lecture hall, ECHO encourages visitors to view the natural environment as part of their neighborhood and to explore, learn about and consider opportunities for stewardship. Once people understand that we all live "upstream or downstream" from one another, they can take action to improve the future health of the Lake Champlain Basin.



## **WORKPLAN SUMMARY**

The EPA 2008 award will provide funding to continue and improve upon three major goals supported by last year's award:

1. Broaden ECHO's reach to a greater number of individuals through the continuation and expansion of ECHO's Open Door initiative, a broad-based access program that uses community partnerships and special pricing to make ECHO more accessible to Basin residents.
2. Generate an engaging and educational experience through "ECHO Encounters" – crafts, games, experiments and demonstrations led by volunteers and staff. The primary goal of "ECHO Encounters" is to provide personal opportunities for dialogue and to create a comfortable, welcoming experience for ECHO guests of all ages.
3. Support the Lake Champlain Basin Management Plan's *Opportunities for Action* by educating guests about the issues that face the Basin, with particular emphasis on the Plan's four priorities:
  1. Reduce phosphorus inputs to Lake Champlain to promote a healthy and diverse ecosystem and provide for sustainable human use and enjoyment of the Lake.
  2. Reduce toxic contamination to protect public health and the Lake Champlain ecosystem.
  3. Minimize the risks to humans from water-related health hazards in the Lake Champlain Basin.
  4. Control the introduction, spread, and impact of nonnative nuisance species in order to preserve the integrity of the Lake Champlain ecosystem.

ECHO will continue to work towards accomplishing these goals primarily through the following programs:

## **PROGRAM DESCRIPTIONS**

### **ECHO's Open Door Access Program**

ECHO's Open Door Access Program, launched in the fall of 2005, includes a broad spectrum of programs designed to reduce the cultural, financial and geographic barriers that exist and prevent potential guests from visiting ECHO. Developed in collaboration with various community partners, this multi-faceted access program has met with great success and continues to grow. Our community partners have encouraged us to continue all aspects of the ECHO Open Door program. The following summarizes the components of the program.



## ***ECHO Access for Social Service Organizations***

### **Program Summary:**

Continue to distribute discount admission vouchers and annual passes through regional social service agency partners to youth, senior citizens, individuals with disabilities, and low income community members. Working with agencies that have a strong and trusted relationship with these constituencies enhances visitor comfort level and encourages them to experience a place that they might not otherwise visit. Organizations wishing to be part of ECHO's Open Door Access Program are evaluated for program fit. Each agency completes a partnership assessment which allows ECHO to better understand the organization's mission and client needs and to train our staff and volunteers on how to welcome guests and interpret exhibits to maximize their comfort level. Clients often visit ECHO in peer groups accompanied by familiar agency staff or individually with their own mentors. Agencies can assess the needs of their constituents and use the vouchers or annual passes accordingly either distributing them to individuals who visit ECHO on their own or using them for planned group visits. See **Attachment II** for a listing of social service agencies involved in ECHO's Open Door Access Program.

### **Program Details:**

The voucher program draws upon the partnerships with the social service agencies to distribute 6,000 day passes providing access to ECHO for \$2. The social service agencies may distribute the passes individually or utilize them to bring groups to ECHO. The Annual Pass matching gift program works as follows - for every Annual Pass purchased during the 2008 November/December holiday season, ECHO will donate one Annual Pass to a social service agency that participates in ECHO's Open Door Access Program. The social service agencies will present the passes directly to their clients. Based on last year's results, we expect to distribute up to 250 Annual Passes. Each pass has a \$108 value and is good for up to two adults and three children. The pass provides unlimited admission to ECHO and over 280 other science centers, invitations to all ECHO exhibit pre-opening events and advanced information about ECHO programs and exhibits.

## ***Library ECHO Pass Program***

### **Program Summary:**

In the Lake Champlain Basin, there are approximately 575 libraries serving the residents of the region. This component of the access program serves Basin library patrons by offering day passes to each local library at no cost. Patrons, who check out a pass, like they would a book, can visit ECHO for the significantly reduced admission price of \$2 per person. The program was developed in partnership with the Vermont Department of Libraries and the Vermont Libraries Association, who have helped to announce and publicize it to libraries throughout the Basin. The Library ECHO Pass Program has been enormously successful, with passes being used on almost a daily basis by residents from nearby Chittenden County to Newport, Vermont to Saranac, New York. See **Attachment III** for a listing of libraries that have had patrons visit ECHO under its Library ECHO Pass Program.

**Program Details:**

The Library Pass program distributes 575 passes to libraries across the state at a value of \$250 each.

***ECHO School Ambassador Program*****Program Summary:**

Vermont and New York educators receive free daily admission to ECHO. Teachers who serve as a School Ambassador — the liaison between ECHO and their school — receive additional benefits. The School Ambassadors are a key component of successful school programming at ECHO. They disseminate information about ECHO's class programs, upcoming exhibits, special events, teacher training, links to science grade expectations and group discounts. In this role, they are the voice of ECHO during staff or PTO meetings when field trip opportunities are discussed. They are generally well versed in ECHO programs and can assist teachers in selecting an appropriate class, suggest self-guided activities, and support logistics planning by explaining in person how ECHO operates from parking, to check-in, to lunch-time to departure. Essentially, the ECHO School Ambassador is a coach and a contact that will help improve the quality of and participation in ECHO programs.

**Program Details:**

Distribute 300 Annual Passes to ECHO School Ambassadors. Each pass has a \$90 value and is good for up to two adults and two children. The pass provides unlimited admission to ECHO and over 280 other science centers, invitations to all ECHO exhibit pre-opening events and advanced information about ECHO programs and exhibits.

***Mentoring Collaboration Program*****Program Summary:**

ECHO is collaborating with MOBIUS Mentoring, Inc. to reach disadvantaged children throughout Chittenden County. Started in 2000, because of soaring school drop-out and heroin use rates in Burlington and neighboring Winooski, area community leaders launched Mobius Mentoring, Inc. as a mentor training, funding and support network to improve outcomes for youth in Chittenden County. ECHO participates in the Mobius Card program that offers discounts to many area activities for mentors and their mentees.

According to MOBIUS Mentoring, the discounted admission to ECHO helps them attract mentors because it offers fun and educational activities that they can share with their mentees at a reasonable cost.

**Program Details:**

A pass is provided that offers three annual visits at the significantly reduced admission price of \$2 for up to 50 mentors and their mentees.



## **ECHO Encounters Program**

The success of the everyday guest experience rests in large part on ECHO's ability to provide fresh, innovative, mission-focused exhibits and to engage and interact personally with guests during their visit.

ECHO Encounters are about experiences that leave a lasting impression and provide guests a chance to reflect on their relationship to the Lake Champlain Basin. The dialogue that naturally occurs during ECHO Encounters between our guests and our staff represents one of the best ways to foster a personal connection to the Basin.

### **Temporary Exhibits:**

ECHO will continue to create traveling exhibits as part of the Environmental Exhibit Collaborative (EEC), a partnership among ECHO, the EcoTarium of Worcester, Massachusetts, and the Children's Museum of Maine. The collaborative has developed various innovative traveling exhibits about key topics related to the New England environment. In particular, the EEC-developed exhibits to-date have focused on communicating an understanding of how people and the landscape are connected, from the human impact on turtle nesting to the spread of mosquitoes through construction and water quality degradation. Each EEC exhibit travels to the individual partner organizations and then to other regional museums in the greater New England community.

*Jurassic New England* is an EEC-developed exhibit opening at ECHO in fall/winter 2008-2009. The exhibit will introduce visitors to pre-historic New England, including dinosaurs in Massachusetts and ancient sea Ice Age creatures in Vermont. Utilizing dinosaurs as a proven strategy to engage our guests, this exhibit speaks to the amazing changes the New England landscape has witnessed and the increasing impact of humans. What can scientists learn from fossil footprints left all over New England? What was New England like 50 million, 100,000 or 15,000 year ago? Visitors will see and touch some real fossils and meet some "living fossils" – animals and plants that have lived on earth since the time of the dinosaurs.

### **Permanent Exhibits:**

Opening in February 2009, *Indigenous Expressions* will explore the role and impact of humans on the Lake Champlain Basin over the past 15,000 years. 2009 marks the special celebration of the 400th anniversary of the arrival of Europeans to Lake Champlain. In partnership with the Abenaki and Iroquois tribes, the exhibit will help our guests discover what the Basin was like 400 years ago and how humans have radically changed the landscape since that time. By looking at the landscape through the eyes of the Basin's first inhabitants, we provide access to an alternative perspective tied much more closely to the environment. A focus on how the native populations viewed seasonal changes, resource use, and technology will engage our guests and get them to review their own ideas of how they relate to the land. The exhibit will also present the native peoples as they live and work as part of today's Lake Champlain Basin cultural landscape.

**Daily Live Animal Feedings and Demonstrations:**

ECHO's exhibits, which are designed to be interactive and hands-on, are supplemented by daily live animal feedings and demonstrations. These 15 to 20 minute presentations, which are among our most popular offerings, allow guests the opportunity to view animals outside of their habitats and to ask questions in a more intimate setting. The informal discussions that often take place after the presentation allow guests to share their personal experiences and help further the sense that the Basin is "our" watershed that we are responsible for protecting. The "Breakfast with the Animals" program offers annual passholders the opportunity to get behind-the-scenes with our animal care staff to learn even more about the care and feeding of our animal ambassadors.

**Interactive Activities:**

Through ecological games, take-home crafts, manipulative toys and science experiments, guests can take a break from the floor exhibits to learn more while doing! Short 15-20 minute activities in one of our classrooms or flexible open floor space provide fun, engaging enrichment to guests and leave a lasting impression. For example, the game Web of Life, appropriate for any age group, teaches about the interdependence between all living things. Participants take on the roles of animals and plants within the Basin and create a web out of string that illustrates different "what-if" scenarios: If a pesticide harms a particular plant or animal, how would other plants and animals and their habitats be affected?

**ECHO Treks:**

These self-guided, scavenger hunts help direct the visitor learning experience. There are treks suitable for four age-levels, each based on ECHO's themes of ecology, culture, history and opportunity for stewardship. Young visitors will draw, count, read, inquire, estimate and write as they explore ECHO's exhibits.

**Story Time:**

These weekly presentations include stories and activities about animals, water, habitats and a whole range of science and cultural learning for younger audiences. Over the past year, our Tuesday morning story time has become enormously popular with a regular, growing group of attendees.

**Current Science Workbench:**

The "Current Waves Workbench" was developed in conjunction with LakeNet to allow visitors to experiment and explore concepts about the Lake Champlain Basin and watersheds around the world. The Workbench, a free standing cart-like structure, allows exhibit interpreters to interact one-on-one or with small audiences using graphics, media, artifacts, and hands-on activities. Workbench topics are created to support traveling exhibits, new permanent exhibits and seasonal themes. Their role is to provide a cost-effective way to quickly respond to emerging current science issues.



**Volunteer Interactions:**

Our ability to interact with guests throughout their ECHO experience requires the talents of hundreds of volunteers. Volunteer Exhibit Interpreters receive ongoing training and support to keep them up-to-date on current Basin issues, our changing exhibit experience, Workbench topics, and animal husbandry.

**Live Animal Exhibit Upkeep and Maintenance:**

Our “Animal Ambassadors” represent much of what is unique about ECHO. It is critical that we provide them with round-the-clock care and house them in the best of habitats. This requires the skills of our trained Animal Care staff and many volunteers who assist with daily animal husbandry. It also necessitates state-of-the-art aquaria, filtration systems and natural habitats. Our interactive guest experience also requires extensive care to keep exhibits in good working order and to supply the props and materials for demonstrations and activities.

**PROGRAM EVALUATION****ECHO’s Open Door Access Program**

The Open Door Access Program at ECHO is based on providing either free entry or a significantly discounted entry fee to disadvantaged children, senior citizens, people with disabilities and low income community members. ECHO will measure and periodically report the actual distribution of voucher discounts and passes (a key work plan output) vs. the work plan commitment in relation to the Open Door Access Program (see Attachment IV).

ECHO’s Open Door Access Program is community-based. Evaluation of the effectiveness of the program (a key plan output) requires that we survey participants regarding their experience. We will focus our survey efforts on such areas as:

- How have libraries utilized the annual pass program to build interest in the library, its programs, and the Lake?
- How does geographic distance from ECHO, librarian support and size and scope of the community impact the use of the Library ECHO Pass Program?
- Which types of social service agencies found the Day Pass Program most useful?
- How did the agencies integrate the Day Pass Program with their other programs?
- How did the program inspire new stewardship programs to evolve in any of the programs offered by our community partners?

ECHO will periodically summarize and report the results of these surveys regarding perceptions of its Open Door Access Program. See Attachment V for a summary of milestones and deliverables and related dates in relation to the Work Plan.

### **ECHO Encounters Program**

The exhibits and programs of ECHO are evaluated on a regular basis with the support of our partnership with The University of Vermont (UVM). We use UVM survey teams to evaluate the impact of new programs and exhibits, identify seasonal trends, and receive honest guest feedback through an independent source. ECHO will periodically summarize and report the results of these surveys regarding perceptions of its exhibits and programs.

ECHO also perceives that the exhibits and programs referenced above have a positive impact on its attendance. Although no direct cause-and-effect can be proven, it can be argued that a correlation does exist between the engaging and educational experiences fostered by ECHO Encounter initiatives and increased attendance at ECHO. Increased attendance translates into a broader distribution of ECHO's message of environmental stewardship. ECHO will provide a monthly accounting of its total attendance as compared to the previous year as part of its required periodic reporting.

### **SUMMARY**

ECHO will use the 2008 EPA grant proceeds to continue to strengthen and promote stewardship of the Lake Champlain Basin. Grant proceeds will also be used to support *Opportunities for Action* as defined and stated in the Lake Champlain Basin Management Plan. Public involvement is critical to achieving the goals outlined in the *Opportunities for Action* plan and protecting the future of the Lake Champlain Basin. ECHO will continue to encourage public involvement by educating people about issues facing the Basin and how they can care for their watershed. ECHO's Open Door Access Program and ECHO Encounters are both proven effective means of increasing admissions to ECHO. Increased admissions to ECHO will translate into a higher level of community knowledge regarding environmental challenges and potential solutions. This knowledge will further translate into personal and collective action to improve and sustain the Lake Champlain Basin environment for current and future generations.



## ATTACHMENT I

### BUDGET OVERVIEW:

#### **Personnel:**

Direct salaries to develop and implement programs and exhibits	\$236,930
• Fringe Benefits – 26%	\$61,602

#### **ECHO's Open Door Access Program:** \$178,291

- Vermont and Upstate New York Resident Discount
- Social Service Agency Discount
- Library ECHO Pass Program
- Matching Annual Pass Gift Program
- ECHO School Ambassador Annual Pass Program
- Mentoring Discount Card Program
- Pass / Voucher Printing and Distribution

#### **ECHO Encounters:** \$ 63,150

- Daily Live Animal Feedings and Demonstrations
- ECHO Treks
- Story Time
- Current Waves Work Bench
- Volunteer Interactions
- Live Animal Exhibit Upkeep and Maintenance

#### **Indirect Costs (based on provisional rate)** \$ 143,027

47.91% of direct salaries & fringe benefits

- covers shared guest experience costs including custodial and maintenance staff, bookkeeping, utilities, property insurance, depreciation

<b>Total</b>	<b><u>\$683,000</u></b>
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<b>TOTAL FEDERAL - 75%</b>	<b>\$683,000</b>
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<b>TOTAL ECHO MATCH - 25%</b>	<b><u>\$227,667</u></b>
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<b>TOTAL</b>	<b><u>\$910,667</u></b>
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## ATTACHMENT II

### Social Service Agencies working with ECHO through its Open Door Access Program

Adirondack Community Action	King Street Youth Center
Addison Community Action/CVOEO	Laraway Youth and Family Services
American Red Cross Northern VT	Lund Family Center
Association of African's Living in VT	Maple Leaf Farm Associates, Inc
Baird Center for Children & Families	Mercy Connections, Inc.
Boys & Girls Club of Burlington	MOBIUS Mentoring, Inc
Burlington Children's Space	Milton Family Community Center
Burlington Housing Authority	New Directions for Barre
Campaign to End Childhood Hunger	New North End Youth Center
Champlain Community	Northeastern Family Institute
Champlain Senior Center	Northgate Non-Profit
	Partnership for Youth and Community Empowerment
Champlain Valley Agency On Aging	Retired Senior Volunteer Program (RSVP)
Champlain Valley Head Start - Chittenden County	Rutland Boys and Girls Club
Champlain Valley Head Start – Addison County	Safe Space
Champlain Valley Head Start - Franklin/Grand Isle	Sara Holbrook Center
Champlain Vocational Services	Salvation Army
Chittenden Community Action	Spectrum Youth & Family Services
Chittenden Emergency Food Shelf	Transitions Child Care
Committee on Temporary Shelter	Vergennes Boys and Girls Club
Community Network For Children, Youth & Families	
Converse Home	Vermont Adult Learning
Dream Program Inc.	Vermont Adult Learning
Early Childhood Connection/Even Start	Vermont Cares
Essex CHIPS	Vermont Children's Aid Society
Foster Grandparents Program	Vietnamese Association
Greater Burlington YMCA	VNA Family Room
HomeShare Vermont	VT Refugee Resettlement Program
Howard Center For Human Services	Winooski Family Center
	Women Helping Battered Women
	YWCA of Vermont



### ATTACHMENT III

#### Libraries that have had patrons visit ECHO under its Library ECHO Pass Program

Addison Central School Library	Middlebury College
Albert D. Lawton School Library	Middlebury Union High School Library
Alburg Community Educational Center Library	Middletown Springs Public Library
Aldrich Public Library	Mill River Union High School Library
Allen Brook School	Milton Elementary School
AuSable Forks Free Library	Milton Junior/Senior High School Library
Bakersfield School Library	Milton Public Library
Barre City Elementary & Middle School Library	Missisquoi Valley Union Middle/High School
Bellows Free Academy	Monkton Central School
Belvidere Central School Library	Montgomery Elementary School
Benson Public Library	Montgomery Town Library
Benson Village School Library	Moretown School
Bixby Memorial Free Library	Morristown Centennial School Library
Black Watch Memorial Library	Morristown Elementary
Brandon Free Public Library	Morristown Elementary School Library
Bridport Central School Library	Neshobe School
Bristol Elementary School	New Haven Community Library
Brookfield Elementary School Library	Newbury Elementary School Library
Brookfield Free Public Library	Newport Town School
	No. Country Coalition of Libraries, Big Read Wagon
Brown Public Library	North Hero Elementary School Library
Brownell Library	Northfield Elementary School
Browns River Middle School	Northfield Middle/High School
Burnham Memorial Library	Norwich Public School Library
C P Smith Elementary School	Peacham Elementary School
Cabot Public Library	Peru Free Library
Calais Elementary School Library	Pierson Library
Cambridge Elementary School Library	Proctor Junior/Senior High School Library
Camel's Hump Middle School Library	Rice Memorial High School
Carpenter-Carse Library	Richford Elementary School Library
Castleton State College- Calvin Coolidge Library	Richford Jr./Sr. High School Library
Champlain Elementary School Library	Richmond Elementary School Library
Charlotte Library	Richmond Free Library
Colchester High School Library	Robinson School Library
Craftsbury Public Library	Rochester Public Library
Currier Memorial Elementary School	Roxbury Free Library
Dannemora Free Library	Roxbury Village School
Deborah Rawson Memorial Library	Rumney Memorial School
Dodge Library	Rutland Middle School Library
Dorothy Alling Library	Rutland Northeast Primary School Library
Doty Memorial School	Rutland Northwest Primary School Library
Edmunds Elementary School Library	

Edmunds Middle School Library  
 Elizabethtown-Lewis Central School  
 Enosburg Public Library  
 Essex Elementary School Library  
 Essex Free Library  
 Essex Middle School Library  
 Fairfax Community Library  
 Fayston Elementary School Library  
 Ferrisburgh Central School Library  
 Fletcher Free Library  
 Founders Memorial School Library  
 Franklin Central School Library  
 Frederick H. Tuttle Middle School  
 Gary Memorial Library  
 Georgia Elementary & Middle School Library  
 Georgia Public Library  
 Glover Public Library  
 Grand Isle Elementary School Library  
 Grand Isle Free Library  
 Greensboro Free Library  
 Haston Library  
 Hazen Union School Library  
 Highgate Elementary School Library  
 Hinesburg Community School Library  
 Huntington Public Library  
 Hyde Park Elementary School  
 Ilsley Public Library  
 Isle LaMotte School  
 Jaquith Public Library  
 Jericho Elementary School  
 Jericho Town Library  
 Johnson Public Library  
 Johnson State College  
 Joslin Memorial Library  
 Keene Public Library  
 Kellogg-Hubbard Library  
 Lanpher Memorial Library  
 Lawrence Memorial Library  
 Lincoln Library  
 Lincoln Public Library  
 Long Trail School Library  
 Lowell Graded School  
 Lyman C. Hunt Middle School Library  
 Mater Christi School

Saint Michael's College  
 Salisbury Community School  
 Salisbury Free Public Library  
 Sarah Partridge Community Library  
 Saranac Lake Free Library  
 Schroon Lake Public Library  
 Shelburne Community School  
 Sherburne Elementary School Library  
 Sherburne Memorial Library  
 Sherman Free Library  
 Shrewsbury Library  
 Smilie Memorial School Library  
 South Burlington Community Library  
 South Hero Community Library  
 St. Albans City Elementary School  
 St. Albans Free Library  
 St. Joseph's Elementary School  
 Starksboro Public Library  
 Sterling College  
 Stowe Elementary School  
 Stowe Free Library  
 Sudbury Country School  
 Summit Street Elementary School Library  
 Swanton Central School Library  
 Swanton Public Library  
 Tenney Memorial Library  
 Thatcher Brook Primary  
 Thatcher Brook Primary School Library  
 The Pember Library and Museum  
 Tinmouth School  
 U-32 High School Library  
 Underhill I.D. School  
 Varnum Memorial Library  
 Vergennes Union Elementary School  
 Vergennes Union Middle/High School  
 Wadhams Free Library  
 Warren Public Library  
 Washington Village School  
 Waterbury Public Library  
 Waterville Elementary School  
 Wells Village School  
 West Rutland Free Library  
 Westford Library  
 Williston Central School  
 Winooski Memorial Library



## ATTACHMENT IV

Lake Champlain Basin Science Center, Inc.  
d/b/a ECHO at the Leahy Center for Lake Champlain  
EPA 2008 Work Plan

### Work Plan Performance Metrics

	ECHO 2007 Actual (1)	ECHO 2008 Commitment	Actual 2008 YTD	Actual 2008 % of Total
<b>ECHO Open Door Access Program</b>				
<u>Access for Social Service Organizations</u>				
Discount Admission Voucher Distribution #	5,115	6,000		
"You Give / We Give" Matching Gift Program				
- Annual Pass Distribution #	250	250		
<u>Library ECHO Pass Program</u>				
Pass Distribution # to Basin Libraries	581	575		
<u>ECHO School Ambassador Program</u>				
Annual Pass Distribution #	110	300		
<u>Mentoring Collaboration Program</u>				
Discount Admission Voucher Distribution #	0	50		
<b>(1) Through April 30, 2008</b>				

## ATTACHMENT V

Lake Champlain Basin Science Center, Inc.  
d/b/a ECHO at the Leahy Center for Lake Champlain  
EPA FFY 2008 Work Plan

### Plan Milestones and Deliverables

#### Government Mandated Forms Relating to The Grant:

<u>Form #</u>	<u>Description</u>	<u>FFY</u>	<u>Anticipated Reporting Date</u>	<u>Comments</u>
SF272 / SF 272a	Annual Federal Cash Transaction Reports	FFY 2007	1/15/2009	Due within 15 days of December 31 each year.
SF269	Interim Financial Status Report	FFY 2007	12/31/2008	Due within 90 days after anniversary date of initial award.
NA	Annual Progress report	FFY 2007	12/31/2008	Due within 90 days of the "reporting period."
5700-52A	Quarterly MBE/WBE Utilization Report	FFY 2007	7/31/2008	Due within 30 days of the end of each Federal quarter.
		FFY 2007	10/31/2008	
SF272 / SF 272a	Annual Federal Cash Transaction Reports	FFY 2008	1/15/2010	Due within 15 days of December 31 each year.
SF269	Interim Financial Status Report	FFY 2008	12/31/2009	Due within 90 days after anniversary date of initial award.
NA	Annual Progress report	FFY 2008	12/31/2009	Due within 90 days of the "reporting period."
5700-52A	Quarterly MBE/WBE Utilization Report	FFY 2008	1/31/2009	Due within 30 days of the end of each Federal quarter.
		FFY 2008	4/30/2009	
		FFY 2008	7/31/2009	
		FFY 2008	10/31/2009	

#### Other Reports

#### The Work Plan Performance Metrics (ATTACHMENT IV)

will be reported on a quarterly basis.

FFY 2007	7/31/2008	These metrics tracks the % of completion of ECHO's Open Door Access Program commitments.
FFY 2007	10/31/2008	
FFY 2008	1/31/2009	
FFY 2008	4/30/2009	
FFY 2008	7/31/2009	
FFY 2008	10/31/2009	



## ATTACHMENT VI

ECHO at the Leahy Center for Lake Champlain  
EPA FFY 2008 Grant - LC97144701-0  
Prepared By: Chris A. Miller

### Personnel:

Position		% Time Allocated to Project	75%	25%	Total
			EPA Share	ECHO Share	Total
Director of New Product Development	\$52,414	100%	\$39,310	\$13,103	\$52,414
Director of Animal Care and Facilities	51,109	100%	38,331	12,777	51,109
Environmental Exhibit Specialist	29,525	100%	22,144	7,381	29,525
Environmental Exhibit Specialist	29,018	100%	21,764	7,255	29,018
Environmental Exhibit Specialist	27,694	100%	20,770	6,923	27,694
Director of Education	50,250	100%	37,688	12,563	50,250
Educator	31,209	100%	23,407	7,802	31,209
Volunteer Coordinator	29,239	100%	21,929	7,310	29,239
Preschool Educator (1)	15,450	100%	11,588	3,863	15,450
<b>Total Salaries</b>	<b>\$315,907</b>		<b>236,930</b>	<b>78,977</b>	<b>315,907</b>

Fringe Benefits - 26% of Base Salary

61,602	20,534	82,136
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Total Personnel: Salaries + Fringe Benefits

\$298,532	\$99,511	\$398,043
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### "ECHO's Open Door" Access Program:

#### BUDGET

#### Discounts / Free Passes Provided

	Projected # Passes FY 08	Discount/ Pass Value			
Social Service agency discount	6,000	\$6.50	29,250	9,750	39,000
Library ECHO Pass program	575	\$250.00	107,813	35,937	143,750
Teacher Ambassador annual pass program	300	\$90.00	20,250	6,750	27,000
Matching annual pass program	250	\$108.00	20,250	6,750	27,000
Mentoring discount card program	50	\$19.50	728	244	972
<b>Total "ECHO Open Door" Access Program</b>			<b>\$178,291</b>	<b>\$59,431</b>	<b>\$237,722</b>

### ECHO Encounters:

Other - Animal Care - food, veterinary services, etc.	\$25,650	\$8,550	\$34,200
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Supplies - exhibit repairs & maintenance,  
program consumables, durable program props &  
materials, etc.

37,500	12,500	50,000
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Total ECHO Encounters

\$63,150	\$21,050	\$84,200
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Indirect Charges - Provisional OH Allocation = 47.91% (2)

\$143,027	\$47,676	\$190,702
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### Budget Total

\$683,000	\$227,667	\$910,667
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### Comments on Changes:

(1) Part-time position - previously covered under another grant.

(2) Rate changes:

- provisional FY 07 of 64.52% finalized as 47.91%
- provisional FY 08 rate, now 47.91%



**LEAHY CENTER**  
FOR LAKE CHAMPLAIN

ECOLOGY CULTURE HISTORY OPPORTUNITY

May 2, 2008

Mr. Brian Tocci  
Grant Specialist  
U.S. Environmental Protection Agency  
Grants Management Office  
One Congress Street, Suite 1100-MGM  
Boston, MA 02114-2023



Dear Mr. Tocci:

Enclosed please find The Lake Champlain Basin Science Center, Inc.'s (d/b/a ECHO at the Leahy Center for Lake Champlain) Application for Assistance and Revision to Federal Grant # LC-97144701.

This history of this grant is as follows:

**History of EPA Grant - LC-97144701-2**

	<b>Award Granted FFY 2005</b>	<b>Award Granted FFY 2006</b>	<b>Award Granted FFY 2007</b>	<b>Request Submitted FFY 2008</b>	<b>Amended Total</b>
EPA Amount	\$644,865	\$689,385	\$250,000	\$683,000	\$2,267,250
ECHO Contribution	214,740	261,668	83,334	227,667	787,409
<b>Total Cost</b>	<b>\$859,605</b>	<b>\$951,053</b>	<b>\$333,334</b>	<b>\$910,667</b>	<b>\$3,054,659</b>

ECHO is applying for total additional grant funds from the EPA for Federal fiscal year 2008 in the sum of \$910,667. The EPA would reimburse ECHO for \$683,000 of project related expenses under the grant. ECHO's share of the project related expenses would be \$227,667. (Please see the attached spreadsheet detailing the derivation of the budgeted amount.) The attached Application for Assistance amends the grant to incorporate the additional \$910,667 as outlined above. Please note that the total cost figure for FFY 2006 has not changed, but certain of the amounts in the original budget categories have been revised.



If you have any questions regarding this submission, please contact me at 802-864-1848, X 103. I can also be reached at [cmiller@echovermont.org](mailto:cmiller@echovermont.org).

Sincerely,

A handwritten signature in black ink that reads "Chris A. Miller". The signature is written in a cursive, flowing style.

Chris A. Miller, Ph.D., CPA  
Director of Finance

cc: Mr. Erik Beck  
U.S. EPA

**ECHO at the Leahy Center for Lake Champlain**  
**EPA FFY 2008 Grant - LC97144701-0**  
**Prepared By: Chris A. Miller**

**Personnel:**

			75%	25%	Total
		% Time Allocated to Project	EPA Share	ECHO Share	Total
Position					
Director of New Product Development	\$52,414	100%	\$39,310	\$13,103	\$52,414
Director of Animal Care and Facilities	51,109	100%	38,331	12,777	51,109
Environmental Exhibit Specialist	29,525	100%	22,144	7,381	29,525
Environmental Exhibit Specialist	29,018	100%	21,764	7,255	29,018
Environmental Exhibit Specialist	27,694	100%	20,770	6,923	27,694
Director of Education	50,250	100%	37,688	12,563	50,250
Educator	31,209	100%	23,407	7,802	31,209
Volunteer Coordinator	29,239	100%	21,929	7,310	29,239
Preschool Educator (1)	15,450	100%	11,588	3,863	15,450
<b>Total Salaries</b>	<b>\$315,907</b>		<b>236,930</b>	<b>78,977</b>	<b>315,907</b>
<b>Fringe Benefits - 26% of Base Salary</b>			<b>61,602</b>	<b>20,534</b>	<b>82,136</b>
<b>Total Personnel: Salaries + Fringe Benefits</b>			<b>\$298,532</b>	<b>\$99,511</b>	<b>\$398,043</b>

**"ECHO's Open Door" Access Program:**

**Discounts / Free Passes Provided**

Social Service agency discount
Library ECHO Pass program
Teacher Ambassador annual pass program
Matching annual pass program
Mentoring discount card program
<b>Total "ECHO Open Door" Access Program</b>

BUDGET				
Projected # Passes FY 08	Discount/ Pass Value			
6,000	\$6.50	29,250	9,750	39,000
575	\$250.00	107,813	35,937	143,750
300	\$90.00	20,250	6,750	27,000
250	\$108.00	20,250	6,750	27,000
50	\$19.50	728	244	972
		<b>\$178,291</b>	<b>\$59,431</b>	<b>\$237,722</b>

**ECHO Encounters:**

**Other - Animal Care - food, veterinary services, etc.**

**\$25,650      \$8,550      \$34,200**

**Supplies - exhibit repairs & maintenance, program consumables, durable program props & materials, etc.**

**37,500      12,500      50,000**

**Total ECHO Encounters**

**\$63,150      \$21,050      \$84,200**

**Indirect Charges - Provisional OH Allocation = 47.91% (2)**

**\$143,027      \$47,676      \$190,702**

**Budget Total**

**\$683,000      \$227,667      \$910,667**

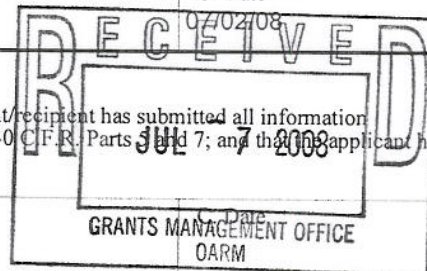


United States Environmental Protection Agency  
Washington, DC 20460

**Preaward Compliance Review Report for  
All Applicants and Recipients Requesting EPA Financial Assistance**

**Note:** Read instructions on other side before completing form.

<p>I. Applicant/Recipient (Name, Address, State, Zip Code). Lake Champlain Basin Science Center, Inc. One College Street, Burlington, VT 05474</p>	<p>EPA Project No. LC-97144701-4</p>
<p>II. Is the applicant currently receiving EPA assistance? (See * instructions on reverse side) Yes</p>	
<p>III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.) NA - no lawsuits or complaints are pending against the applicant that allege any form of discrimination.</p>	
<p>IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective action taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.) None</p>	
<p>V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3)) None</p>	
<p>VI.* Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its programs or activities? (40 C.F.R. § 5.140 and § 7.95) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No a. Do the methods of notice accommodate those with impaired vision or hearing? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No c. Does the notice identify a designated civil rights coordinator? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>VII.* Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. § 7.85(a)) Yes</p>	
<p>VIII.* Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166) Yes - primarily for French speaking visitors from Quebec.</p>	
<p>IX.* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator. Chris A. Miller, Director of Finance; address as above; cmiller@echovermont.org; 802-864-6832; 802-864-1848 X103</p>	
<p>X* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet address for, or a copy of, the procedures. See the attached excerpt from ECHO Personnel Manual.</p>	
<p>XI. Will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? <input checked="" type="checkbox"/> Yes. If no, explain how a regulatory exception (40 C.F.R. § 7.70) applies. <input type="checkbox"/> No</p>	
<p><b>For the Applicant/Recipient</b></p>	
<p>I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.</p>	
<p>A. Signature of Authorized Official <i>Chris A. Miller</i></p>	<p>B. Title of Authorized Official Director of Finance</p>
<p><b>For the U.S. Environmental Protection Agency</b></p>	
<p>I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.</p>	
<p>A. Signature of Authorized EPA Official</p>	<p>B. Title of Authorized EPA Official</p>



## SECTION 2

### **EQUAL EMPLOYMENT OPPORTUNITY & NONDISCRIMINATION**

#### **2.1 POLICY**

ECHO will not discriminate in hiring, firing, and terms and conditions of employment on the basis of race, color, national origin or heritage, religion or creed, age, gender, sexual orientation, marital status, veteran status, physical disability, or other factor prohibited by law, except to the extent, and in the manner, which may become specifically required by law.

Each employee is expected and requested to report any apparent violation of this nondiscrimination policy to the Executive Director and/or Director of Finance and Administration.

An employee may also contact the U.S. Equal Employment Opportunity Commission, 2401 E. Street NW, Washington, D.C. 20507, or call 800-USA-EEOC (for the hearing impaired, contact the EEOC TTY number at 202-634-7075) or, in Vermont, Office of the Attorney General, Civil Rights Division, 109 State Street, Montpelier, VT 05609, 802-828-3657.

## SECTION 3

### **ECHO ORGANIZATION AND RESPONSIBILITIES**

#### **3.1 ORGANIZATIONAL OVERVIEW**

ECHO is a not-for-profit business that employs a workforce of full-time, part-time and temporary employees during its busiest season. No employees other than those designated by the Executive Director have ultimate authority to hire, fire, discipline, change compensation or hours of work and terms and conditions of employment.

#### **3.2 EMPLOYEE RESPONSIBILITY**

It is the responsibility of each employee to perform the duties of his/her position as set forth in the job description, annual work plan, and as directed by management.





**Lake Champlain Basin Science Center, Inc.  
d/b/a ECHO at the Leahy Center for Lake Champlain**

**Amendment to an Open Grant for the Purpose of:  
Requesting Additional Funding, Revising the Project Scope,  
and Extending the Grant**

**EPA 2007 Work Plan  
September 2007**

**INTRODUCTION**

ECHO at the Leahy Center for Lake Champlain is an innovative lake aquarium and science center committed to educating residents and visitors about the ecology, culture, history and opportunities for stewardship of the Lake Champlain Basin. Since opening in 2003, this 28,500 square-foot facility located on the Waterfront in Burlington, Vermont has served approximately 130,000 visitors each year and has become a favorite destination for school children and visitors of all ages.

ECHO's goal is to help all residents of the Basin understand the crucial importance of the quality of the environment in which they live and the role they can play in its protection. Through this education process, ECHO will support the *Opportunities for Action* (OFA) that are part of the Lake Champlain Basin Management Plan which was developed to protect the future of Lake Champlain. As stated in the OFA:

"The cumulative results of many individual actions make a difference in the complex issues facing the Lake Champlain Basin. Individual responsibility in protecting a shared resource is very important; people must become aware of how they contribute to pollution before they can take responsible actions to reduce and prevent it. When people are given the opportunity to develop awareness, knowledge, skills, and commitment towards a Basin issue, they can make informed decisions and take constructive actions. When people know how they can make a difference, they will."

Through more than 100 interactive exhibits, 60 species of fish, reptiles and amphibians, major changing exhibits, classrooms and a lecture hall, ECHO encourages visitors to view the natural environment as part of their neighborhood and to explore, learn about and consider opportunities for stewardship. Once people understand that we all live "upstream or downstream" from one another, they can take action to improve the future health of the Lake Champlain Basin.

## **WORKPLAN SUMMARY**

The EPA 2007 award will provide funding to continue and improve upon three major goals supported by last year's award:

- Broaden ECHO's reach to a greater number of individuals through the continuation and expansion of ECHO's Open Door, a broad-based access program that uses community partnerships and special pricing to make ECHO more accessible to Basin residents.
- Generate an engaging and educational experience through "ECHO Encounters" – crafts, games, experiments and demonstrations led by volunteers and staff. The primary goal of "ECHO Encounters" is to provide personal opportunities for dialogue and to create a comfortable, welcoming experience for ECHO guests of all ages.
- Support the Lake Champlain Basin Management Plan's *Opportunities for Action* by educating guests about the issues that face the Basin, with particular emphasis on the Plan's four priorities:
  1. Reduce phosphorus inputs to Lake Champlain to promote a healthy and diverse ecosystem and provide for sustainable human use and enjoyment of the Lake.
  2. Reduce toxic contamination to protect public health and the Lake Champlain ecosystem.
  3. Minimize the risks to humans from water-related health hazards in the Lake Champlain Basin.
  4. Control the introduction, spread, and impact of nonnative nuisance species in order to preserve the integrity of the Lake Champlain ecosystem.

ECHO will continue to work towards accomplishing these goals primarily through the following programs:

## **PROGRAM DESCRIPTIONS**

### **ECHO's Open Door Access Program**

ECHO's Open Door Access Program, launched in the fall of 2005, includes a broad spectrum of programs designed to reduce the cultural, financial and geographic barriers that exist and prevent potential guests from visiting ECHO. Developed in collaboration with various community partners, this multi-faceted access program has met with great success and continues to grow. Our community partners have encouraged us to continue all aspects of the ECHO Open Door program. The following summarizes the components of the program.



## *ECHO Access for Social Service Organizations*

### **Program Summary:**

Continue to distribute discount admission vouchers through regional social service agency partners to youth, senior citizens, individuals with disabilities, and low income community members. Working with agencies that have a strong and trusted relationship with these constituencies enhances visitor comfort level and encourages them to experience a place that they might not otherwise visit. Organizations wishing to be part of ECHO's Open Door Access Program are evaluated for program fit. Each agency completes a partnership assessment which allows ECHO to better understand the organization's mission and client needs and to train our staff and volunteers on how to welcome guests and interpret exhibits to maximize their comfort level. Clients often visit ECHO in peer groups accompanied by familiar agency staff or individually with their own mentors. Agencies can assess the needs of their constituents and use the vouchers accordingly either distributing them to individuals who visit ECHO on their own or using them for planned group visits. See **Attachment II** for a listing of social service agencies involved in ECHO's Open Door Access Program.

### **Program Details:**

Continue the "You Give/We Give" Annual Pass matching gift program: for every Annual Pass purchased during the 2007 November/December holiday season, ECHO will donate one Annual Pass to a social service agency that participates in ECHO's Open Door Access Program. The social service agencies will present the passes directly to their clients. Based on last year's results, we expect to distribute up to 250 Annual Passes.

## *Library ECHO Pass Program*

### **Program Summary:**

In the Lake Champlain Basin, there are approximately 575 libraries serving the residents of the region. This component of the access program serves Basin library patrons by offering day passes to each local library at no cost. Patrons, who check out a pass, like they would a book, can visit ECHO for the significantly reduced admission price of \$2 per person. The program was developed in partnership with the Vermont Department of Libraries and the Vermont Libraries Association who have helped to announce and publicize it to libraries throughout the Basin. The Library ECHO Pass Program has been enormously successful, with passes being used on almost a daily basis by residents from nearby Chittenden County to Newport, Vermont to Saranac, New York. See **Attachment III** for a listing of libraries that have had patrons visit ECHO under its Library ECHO Pass Program.

## **ECHO Encounters**

The success of the everyday guest experience rests in large part on our ability to engage and interact personally with guests during their visit. ECHO Encounters are about experiences that leave a lasting impression and provide guests a chance to reflect on their relationship to the Lake Champlain Basin. The dialogue that naturally occurs during ECHO Encounters between our guests and our staff represents one of the best ways to foster a personal connection to the Basin.

### **Daily Live Animal Feedings and Demonstrations:**

ECHO's exhibits, which are designed to be interactive and hands-on, are supplemented by daily live animal feedings and demonstrations. These 15 to 20 minute presentations, which are among our most popular offerings, allow guests the opportunity to view animals outside of their habitats and to ask questions in a more intimate setting. The informal discussions that often take place after the presentation allow guests to share their personal experiences and help further the sense that the Basin is "our" watershed that we are responsible for protecting. The "Breakfast with the Animals" program offers annual passholders the opportunity to get behind-the-scenes with our animal care staff to learn even more about the care and feeding of our animal ambassadors.

### **Interactive Activities:**

Through ecological games, take-home crafts, manipulative toys (Playdoh, LEGO, Lincoln Logs, etc.) and science experiments, guests can take a break from the floor exhibits to learn more while doing! Short 15-20 minute activities in one of our classrooms or flexible open floor space provide fun, engaging enrichment to guests and leave a lasting impression. For example, the game Web of Life, appropriate for any age group, teaches about the interdependence between all living things. Participants take on the roles of animals and plants within the Basin and create a web out of string that illustrates different "what-if" scenarios: If a pesticide harms a particular plant or animal, how would other plants and animals and their habitats be affected?

### **ECHO Treks:**

These self-guided, scavenger hunts help direct the visitor learning experience. There are treks suitable for four age-levels, each from based on ECHO's themes of ecology, culture, history and opportunity for stewardship. Young visitors will draw, count, read, inquire, estimate and write as they explore ECHO's exhibits.

### **Story Time:**

These weekly presentations include stories and activities about animals, water, habitats and a whole range of science and cultural learning for younger audiences. Over the past year, our Tuesday morning story time has become enormously popular with a regular, growing group of attendees.



**Current Waves Workbench:**

The Current Waves Workbench was developed in conjunction with LakeNet to allow visitors to experiment and explore concepts about the Lake Champlain Basin and watersheds around the world. The Workbench, a free standing cart-like structure, allows exhibit interpreters to interact one-on-one or with small audiences using graphics, media, artifacts, and hands-on activities. Workbench topics are created to support traveling exhibits, new permanent exhibits and seasonal themes. Their role is to provide a cost-effective way to quickly respond to emerging current science issues.

**Volunteer Interactions:**

Our ability to interact with guests throughout their ECHO experience requires the talents of hundreds of volunteers. Volunteer Exhibit Interpreters receive ongoing training and support to keep them up-to-date on current Basin issues, our changing exhibit experience including traveling exhibits, Workbench topics, and animal husbandry.

**Live Animal Exhibit Upkeep and Maintenance:**

Our Animal Ambassadors represent much of what is unique about ECHO. It is critical that we provide them with round-the-clock care and house them in the best of habitats. This requires the skills of our trained Animal Care staff and many volunteers who assist with daily animal husbandry. It also necessitates state-of-the-art aquaria, filtration systems, and natural habitats. Our interactive guest experience also requires extensive care to keep exhibits in good working order and to supply the props and materials for demonstrations and activities.

**PROGRAM EVALUATION****ECHO's Open Door Access Program**

The Open Door Access Program at ECHO is based on providing either free entry or a significantly discounted entry fee to disadvantaged children, senior citizens, people with disabilities and low income community members. ECHO will measure and periodically report the actual distribution of voucher discounts and passes (a key work plan output) vs. the work plan commitment in relation to the Open Door Access Program (see Attachment IV).

ECHO's Open Door Access Program is community-based. Evaluation of the effectiveness of the program (a key plan output) requires that we survey participants regarding their experience. We will focus our survey efforts on such areas as:

- How have libraries utilized the annual pass program to build interest in the library, its programs, and the Lake?
- How does geographic distance from ECHO, librarian support and size and scope of the community impact the use of the Library ECHO Pass Program?

- Which types of social service agencies found the Day Pass Program most useful?
- How did the agencies integrate the Day Pass Program with their other programs?
- How did the program inspire new stewardship programs to evolve in any of the programs offered by our community partners?

ECHO will periodically summarize and report the results of these surveys regarding perceptions of its Open Door Access Program. See **Attachment V** for a summary of milestones and deliverables and related dates in relation to the Work Plan.

### **ECHO Exhibits and Programs**

The exhibits and programs of ECHO are evaluated on a regular basis with the support of our partnership with the University of Vermont (UVM). We use UVM survey teams to evaluate the impact of new programs and exhibits, identify seasonal trends, and receive honest guest feedback through an independent source. ECHO will periodically summarize and report the results of these surveys regarding perceptions of its exhibits and programs.

ECHO also perceives that the exhibits and programs referenced above have a positive impact on its attendance. Although no direct cause-and-effect can be proven, it can be argued that a correlation does exist between the engaging and educational experiences fostered by ECHO Encounter initiatives and increased attendance at ECHO. Increased attendance translates into a broader distribution of ECHO's message of environmental stewardship. ECHO will provide a monthly accounting of its total attendance as compared to the previous year as part of its required periodic reporting.

### **SUMMARY**

ECHO will use the 2007 EPA grant proceeds to continue to strengthen and promote stewardship of the Lake Champlain Basin. Grant proceeds will also be used to support *Opportunities for Action* as defined and stated in the Lake Champlain Basin Management Plan. Public involvement is critical to achieving the goals outlined in the *Opportunities for Action* plan and protecting the future of the Lake Champlain Basin. ECHO will continue to encourage public involvement by educating people about issues facing the Basin and how they can care for their watershed. ECHO's Open Door Access Program and ECHO Encounters are both proven effective means of increasing admissions to ECHO. Increased admissions to ECHO will translate into a higher level of community knowledge regarding environmental challenges and potential solutions. This knowledge will further translate into personal and collective action to improve and sustain the Lake Champlain Basin environment for current and future generations.



## ATTACHMENT I

### **Federal FY 2007 BUDGET OVERVIEW**

**Personnel:** **\$ 40,548**

Direct salaries to develop and implement programs  
and exhibits

- Fringe Benefits – 26%

**ECHO's Open Door Access Program:** **\$177,440**

- Social Service Agency discount
- Library ECHO Pass program
- Matching Annual Pass gift program
- ECHO School Ambassador Annual Pass program
- Mentoring Discount Card program
- Implementation

**ECHO Encounters:** **\$ 11,250**

- Daily Live Animal Feedings and Demonstrations
- ECHO Treks
- Story Time
- Current Waves Work Bench
- Volunteer Interactions
- Live Animal Exhibit Upkeep and Maintenance

**Indirect Costs (based on provisional rate):** **\$ 20,762**

64.52% of direct salaries

- covers shared guest experience costs including  
custodial and admissions staff, bookkeeping, utilities,  
property insurance, depreciation

**TOTAL** **\$250,000**

## ATTACHMENT II

### Social Service Agencies working with ECHO through its Open Door Access Program

Adirondack Community Action	King Street Youth Center
Addison Community Action/CVOEO	Laraway Youth and Family Services
American Red Cross Northern VT	Lund Family Center
Association of African's Living in VT	Maple Leaf Farm Associates, Inc
Baird Center for Children & Families	Mercy Connections, Inc.
Boys & Girls Club of Burlington	MOBIUS Mentoring, Inc
Burlington Children's Space	Milton Family Community Center
Burlington Housing Authority	New Directions for Barre
Campaign to End Childhood Hunger	New North End Youth Center
Champlain Community	Northeastern Family Institute
Champlain Senior Center	Northgate Non-Profit
	Partnership for Youth and Community Empowerment
Champlain Valley Agency On Aging	Retired Senior Volunteer Program (RSVP)
Champlain Valley Head Start - Chittenden County	Rutland Boys and Girls Club
Champlain Valley Head Start – Addison County	Safe Space
Champlain Valley Head Start - Franklin/Grand Isle	Sara Holbrook Center
Champlain Vocational Services	Salvation Army
Chittenden Community Action	Spectrum Youth & Family Services
Chittenden Emergency Food Shelf	Transitions Child Care
Committee on Temporary Shelter	Vergennes Boys and Girls Club
Community Network For Children, Youth & Families	
Converse Home	Vermont Adult Learning
Dream Program Inc.	Vermont Adult Learning
Early Childhood Connection/Even Start	Vermont Cares
Essex CHIPS	Vermont Children's Aid Society
Foster Grandparents Program	Vietnamese Association
Greater Burlington YMCA	VNA Family Room
HomeShare Vermont	VT Refugee Resettlement Program
Howard Center For Human Services	Winooski Family Center
	Women Helping Battered Women
	YWCA of Vermont



### ATTACHMENT III

#### Libraries that have had patrons visit ECHO under its Library ECHO Pass Program

Addison Central School Library	Middlebury College
Albert D. Lawton School Library	Middlebury Union High School Library
Alburg Community Educational Center Library	Middletown Springs Public Library
Aldrich Public Library	Mill River Union High School Library
Allen Brook School	Milton Elementary School
AuSable Forks Free Library	Milton Junior/Senior High School Library
Bakersfield School Library	Milton Public Library
Barre City Elementary & Middle School Library	Missisquoi Valley Union Middle/High School
Bellows Free Academy	Monkton Central School
Belvidere Central School Library	Montgomery Elementary School
Benson Public Library	Montgomery Town Library
Benson Village School Library	Moretown School
Bixby Memorial Free Library	Morristown Centennial School Library
Black Watch Memorial Library	Morristown Elementary
Brandon Free Public Library	Morristown Elementary School Library
Bridport Central School Library	Neshobe School
Bristol Elementary School	New Haven Community Library
Brookfield Elementary School Library	Newbury Elementary School Library
Brookfield Free Public Library	Newport Town School
	No. Country Coalition of Libraries, Big Read Wagon
Brown Public Library -	North Hero Elementary School Library
Brownell Library	Northfield Elementary School
Browns River Middle School	Northfield Middle/High School
Burnham Memorial Library	Norwich Public School Library
C P Smith Elementary School	Peacham Elementary School
Cabot Public Library	Peru Free Library
Calais Elementary School Library	Pierson Library
Cambridge Elementary School Library	Proctor Junior/Senior High School Library
Camel's Hump Middle School Library	Rice Memorial High School
Carpenter-Carse Library	Richford Elementary School Library
Castleton State College- Calvin Coolidge Library	Richford Jr./Sr. High School Library
Champlain Elementary School Library	Richmond Elementary School Library
Charlotte Library	Richmond Free Library
Colchester High School Library	Robinson School Library
Craftsbury Public Library	Rochester Public Library
Currier Memorial Elementary School	Roxbury Free Library
Dannemora Free Library	Roxbury Village School
Deborah Rawson Memorial Library	Rumney Memorial School
Dodge Library	Rutland Middle School Library
Dorothy Alling Library	Rutland Northeast Primary School Library
Doty Memorial School	

## **ATTACHMENT IV**

Lake Champlain Basin Science Center, Inc.  
d/b/a ECHO at the Leahy Center for Lake Champlain  
EPA 2007 Work Plan

### **Work Plan Performance Metrics**

#### **ECHO Open Door Access Program**

##### **Access for Social Service Organizations**

Discount Admission Voucher Distribution #  
"You Give / We Give" Matching Gift Program  
- Annual Pass Distribution #

ECHO Commitment	Actual YTD	% Of Total
5,900		
250		

##### **Library ECHO Pass Program**

Pass Distribution # to Basin Libraries

575		
-----	--	--

##### **ECHO School Ambassador Program**

Annual Pass Distribution #

300		
-----	--	--

##### **Mentoring Collaboration Program**

Discount Admission Voucher Distribution #

50		
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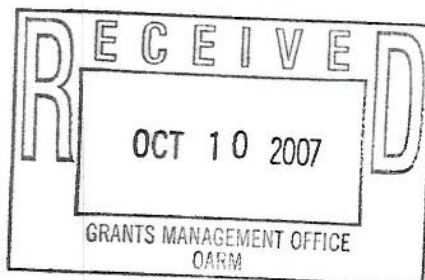


**LEAHY CENTER**  
FOR LAKE CHAMPLAIN

ECOLOGY CULTURE HISTORY OPPORTUNITY

October 4, 2007

Mr. Brian Tocci  
Grant Specialist  
U.S. Environmental Protection Agency  
Grants Management Office  
One Congress Street, Suite 1100-MGM  
Boston, MA 02114-2023



Dear Mr. Tocci:

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EPA Amount	\$644,865	\$689,385	\$250,000	<b>\$1,584,250</b>
ECHO Contribution	214,740	261,668	83,334	<b>559,742</b>
<b>Total Cost</b>	<b>\$859,605</b>	<b>\$951,053</b>	<b>\$333,334</b>	<b>\$2,143,992</b>

ECHO is applying for total additional grant funds from the EPA for Federal fiscal year 2007 in the sum of \$333,334. The EPA would reimburse ECHO for \$250,000 of project related expenses under the grant. ECHO's share of the project related expenses would be \$83,334. (Please see the attached spreadsheet detailing the derivation of the budgeted amount.) The attached Application for Assistance amends the grant to incorporate the additional \$333,334 as outlined above. Please note that the total cost figure for FFY 2006 has not changed, but certain of the amounts in the original budget categories have been revised.

ONE COLLEGE STREET  
BURLINGTON VERMONT USA 05401

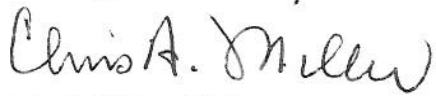
802 864.1848 VOICE  
802 864.6832 FAX

WWW.ECHOVERMONT.ORG

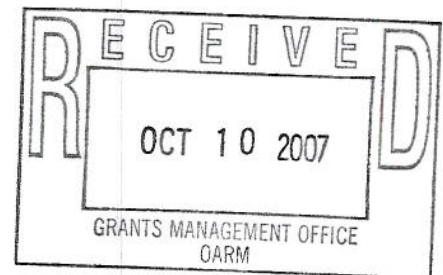
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If you have any questions regarding this submission, please contact me at 802-864-1848, X 103. I can also be reached at [cmiller@echovermont.org](mailto:cmiller@echovermont.org).

Sincerely,

A handwritten signature in cursive script that reads "Chris A. Miller".

Chris A. Miller, Ph.D., CPA  
Director of Finance





ECHO at the Leahy Center for Lake Champlain  
 EPA 2007 Grant - 10/01/06 - 09/30/07  
 Prepared By: Chris A. Miller

**Personnel:  
 Salaries -**

Position	% Time Allocated to Project	75% EPA Share	25% ECHO Share	Total
Director of New Product Development	15%	\$5,725	\$1,908	\$7,633
Director of Animal Care and Facilities	15%	5,582	1,861	7,443
Environmental Exhibit Specialist	15%	3,850	1,283	5,133
Environmental Exhibit Specialist	15%	3,758	1,253	5,010
Environmental Exhibit Specialist	15%	3,524	1,175	4,699
Senior Education Manager	13%	4,019	1,340	5,358
Educator	13%	3,062	1,021	4,082
Volunteer Coordinator	13%	2,661	887	3,548
		32,180	10,727	42,907
		8,367	2,789	11,156
<b>Fringe Benefits - 26% of Base Salary</b>				
<b>Total Personnel: Salaries + Fringe Benefits</b>		<b>\$40,547</b>	<b>\$13,516</b>	<b>\$54,062</b>

**"ECHO's Open Door" Access Program:**

**BUDGET**

Discounts / Free Passes Provided	Projected # Passes 07	Discount/ Pass Value	
Social Service agency discount	5,900	\$6.50	38,350
Library ECHO Pass program	575	\$250.00	143,750
Teacher Ambassador annual pass program	300	\$90.00	27,000
Matching annual pass program	250	\$108.00	27,000
Mentoring discount card program	50	\$10.00	487
<b>Total "ECHO Open Door" Access Program</b>			<b>\$177,440</b>
			<b>\$59,147</b>
			<b>\$236,587</b>

**ECHO Encounters:**

Other - Animal Care - food, veterinary services, etc.

Props/Supplies - for ECHO Encounters,  
 interactive exhibits, uniforms, replacement  
 pieces for broken exhibits, tank/habitat supplies

**Total ECHO Encounters**

**Indirect Charges - Provisional OH Allocation = 64.52%**

**Adjusted Budget Total**



**CERTIFICATION REGARDING LOBBYING**

**CERTIFICATION FOR CONTRACTS, GRANTS,  
LOANS, AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

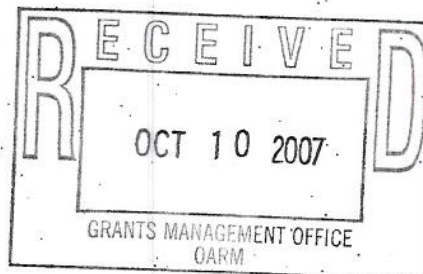
PHELAN R. FRETZ  
EXECUTIVE DIRECTOR

Typed Name & Title of Authorized Representative

Signature of Authorized Representative

Date

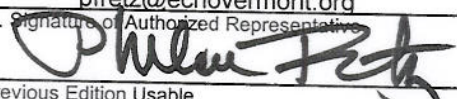
*Phelan Fretz* 10/8/07





APPLICATION FOR  
FEDERAL ASSISTANCE SF- 424

Version 10/05

1. TYPE OF SUBMISSION: <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. TYPE OF APPLICATION: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision		3. DATE RECEIVED:		4. APPLICANT IDENTIFIER:	
5a. FEDERAL ENTITY IDENTIFIER:				5b. FEDERAL AWARD IDENTIFIER: <b>LC-97144701-3A</b>			
6. DATE RECEIVED BY STATE:				7. STATE APPLICATION IDENTIFIER:			
8. APPLICANT INFORMATION							
8 a. Legal name <b>The Lake Champlain Basin Science Center, Inc.</b>				8 e. Organizational Unit Department Name:			
8 b. Employer / Taxpayer Identification Number (EIN) <b>03-0347288</b>				Division Name:			
8 c. Organizational DUNS <b>9686571</b>				8 f. Name and telephone number of person to be contacted on matters involving this application (give area code)			
8 d. Address Street <b>One College Street</b> City <b>Burlington</b> County <b>Chittenden</b> State <b>VT</b> Zip Code <b>05401</b> Country <b>USA</b>				Prefix <b>Dr.</b> First Name <b>Chris</b> Middle Name <b>Andrew</b> Last Name <b>Miller</b> Suffix Title <b>Director of Finance</b> Email <b>cmiller@echovermont.org</b> Phone Number (give area code) <b>(802) 864-1848 X103</b> Fax Number (give area code) <b>(802) 864-6832</b>			
9. TYPE OF APPLICANT (See back of form for Application Types) <b>M</b> Other (specify):				10. NAME OF FEDERAL AGENCY <b>U.S. EPA - New England (Region I)</b>			
12. FUNDING OPPORTUNITY NUMBER:				11. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: <b>66-481</b>			
14. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.) <b>States of Vermont and New York</b>				13. COMPETITION IDENTIFICATION NUMBER:			
16. CONGRESSIONAL DISTRICTS OF a. Applicant <b>VT-001</b> b. Project <b>VT-all</b>				15. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: <b>ECHO at The Leahy Center for Lake Champlain</b>			
18. ESTIMATED FUNDING:				17. PROPOSED PROJECT Start Date <b>10/01/2005</b> Ending Date <b>03/31/2009</b>			
a. Federal \$ <b>1,607,993.00</b>				19. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?			
b. Applicant \$ <b>535,999.00</b>				a. Yes. <input type="checkbox"/> THIS PREAPPLICATION / APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:			
c. State \$ -				b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372			
d. Local \$ -				<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW			
e. Other \$ -				20. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?			
f. Program Income \$ -				<input type="checkbox"/> Yes If "Yes", attach an explanation. <input checked="" type="checkbox"/> No			
g. TOTAL GRANTS MANAGEMENT OFFICE \$ <b>2,143,992.00</b>							
21. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION / PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.							
a. Authorized Representative							
Prefix <b>Dr.</b>		First Name <b>Phelan</b>		Middle Name <b>R.</b>		Suffix	
Last Name <b>Fretz</b>				c. Telephone Number (give area code) <b>(802) 864-1848 X 126</b>			
b. Title <b>Executive Director</b>				d. Email <b>pfretz@echovermont.org</b>			
e. Signature of Authorized Representative 				f. Date Signed <b>10/8/07</b>			



## BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. ON-GOING ECHO PROGRAMS	66-481	\$ -	\$ -	\$ 1,607,993.00	\$ 535,999.00	\$ 2,143,992.00
2.						-
3.						-
4.						-
5. Totals		\$ -	\$ -	\$ 1,607,993.00	\$ 535,999.00	\$ 2,143,992.00
SECTION B - BUDGET CATEGORIES						
Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					
	(1) Total FFY 05	(2) Total FFY 06 (REV)	(3) Total FFY 07		Total (5)	
a. Personnel	\$ 461,700.00	\$ 355,122.00	\$ 42,908.00		\$ 859,730.00	
b. Fringe Benefits	64,210.00	92,332.00	11,156.00		167,698.00	
c. Travel	1,000.00	750.00			1,750.00	
d. Equipment						
e. Supplies	36,859.00	22,000.00	10,000.00		68,859.00	
f. Contractual	23,000.00	58,215.00			81,215.00	
g. Construction						
h. Other	186,400.00	195,137.00	241,587.00		623,124.00	
i. Total Direct Charges (sum of 6a-6h)	\$ 773,169.00	\$ 723,556.00	\$ 305,651.00	\$ -	\$ 1,802,376.00	
j. Indirect Charges	86,436.00	227,497.00	27,683.00		341,616.00	
k. TOTALS (sum of 6i and 6j)	\$ 859,605.00	\$ 951,053.00	\$ 333,334.00	\$ -	\$ 2,143,992.00	
7. Program Income	\$ -	\$ -	\$ -	\$ -	\$ -	



## BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. ECHO OPEN DOOR ACCESS PROGRAM	6 6 . 4 8 1	\$ -	\$ -	\$ 250,000.00	\$ 83,334.00	\$ 333,334.00
2.						-
3.						-
4.						-
5. Totals		\$ -	\$ -	\$ 250,000.00	\$ 83,334.00	\$ 333,334.00
SECTION B - BUDGET CATEGORIES						
Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					
	(1) Federal FFY 07	(2) Applicant FFY 07	(3)	(4)	Total (5) Total FFY 07	
a. Personnel	\$ 32,181.00	\$ 10,727.00			\$	42,908.00
b. Fringe Benefits	8,367.00	2,789.00				11,156.00
c. Travel	0.00	0.00				0.00
d. Equipment	0.00	0.00				0.00
e. Supplies	7,500.00	2,500.00				10,000.00
f. Contractual	0.00	0.00				0.00
g. Construction	0.00	0.00				0.00
h. Other	181,190.00	60,397.00				241,587.00
i. Total Direct Charges (sum of 6a-6h)	\$ 229,238.00	\$ 76,413.00	\$ -	\$ -	\$	305,651.00
j. Indirect Charges	20,762.00	6,921.00				27,683.00
k. TOTALS (sum of 6i and 6j)	\$ 250,000.00	\$ 83,334.00	\$ -	\$ -	\$	333,334.00
7. Program Income	\$ -	\$ -	\$ -	\$ -	\$	-


  
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Prescribed by OMB Circular A-102

SECTION C - NON-FEDERAL RESOURCES						
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS		
8. ECHO OPEN DOOR ACCESS PROGRAM	\$ 83,334.00	\$ -	\$ -	\$	\$	83,334.00
9.						-
10.						-
11.						-
12. TOTAL (sum of lines 8-11)	\$ 83,334.00	\$ -	\$ -	\$	\$	83,334.00
SECTION D - FORECASTED CASH NEEDS						
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
	\$	\$	\$	\$	\$	\$
13. Federal	250,000.00	62,500.00	100,000.00	50,000.00	37,500.00	
14. Non-Federal	83,334.00	20,834.00	33,333.00	16,667.00	12,500.00	
15. TOTAL (sum of lines 13 and 14)	\$ 333,334.00	\$ 83,334.00	\$ 133,333.00	\$ 66,667.00	\$ 50,000.00	
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT						
(a) Grant Program	FUTURE FUNDING PERIODS (Years)					
	(b) First	(c) Second	(d) Third	(e) Fourth		
16.	\$ -	\$ -	\$ -	\$ -	\$ -	-
17.						
18.						
19.						
20. TOTAL (sum of lines 16 - 19)	\$ -	\$ -	\$ -	\$ -	\$ -	-
SECTION F - OTHER BUDGET INFORMATION						
21. Direct Charges: See detailed budget justification attached.	22. Indirect Charges: (salary x 64.52%)			\$27,683.00		
23. Remarks						

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